



COURT APPOINTED SPECIAL ADVOCATE PROGRAM

Maricopa County CASA Program Superior Court of Arizona, Maricopa County

Durango Juvenile Court Center
3125 W. Durango Street ■ Phoenix, Arizona 85009

Phone (602) 506-4083 ■ Fax (602) 506-5512

Maurice Portley, Presiding Juvenile Judge

Dear Prospective Applicant:

Thank you for your interest in the Arizona CASA Program. Enclosed is a brochure explaining the program concept and the role and duties of a CASA volunteer. If after reading this material you would like to be considered as a volunteer, please complete and return the enclosed application, Statistical Information, and Pre-screening Criteria forms.

Generally, a CASA volunteer assumes responsibility for only one case at a time; each case may involve one child or all children in the family. The amount of time needed varies, depending on the child's/family's situation at the time. On the average, volunteers spend about 2-6 hours per week depending upon the case need. Volunteer time can be worked around your schedule except as it pertains to appearance at court hearings.

This program is an excellent opportunity to become involved in helping Arizona's children. If you have the appropriate skills and the time to commit to this program, please return the completed forms for consideration.

Sincerely,

Nancy Molever and Laura Devany
County Coordinators
Arizona CASA Program, Maricopa County

Enclosure: Pre-Screening Criteria
Statistical Information
Volunteer Application



ARIZONA SUPREME COURT
VOLUNTEER APPLICATION

Arizona Court Appointed Special Advocate (CASA) Program

This court complies with the appropriate requirements of the Americans with Disabilities Act. If assistance is required to complete this application due to a disability, please call 1-800-732-8193 or (602)542-9545 (TDD)

PERSONAL INFORMATION

First _____ Middle _____ Last _____

Other Names Used (Maiden Name, Nicknames, Etc.) _____

Street Address _____ City _____ State _____ Zip _____

Home Telephone _____ Home Fax _____ E-mail _____

Social Security No. _____ Place of Birth _____
City / State / County

Height _____ Weight _____ Color Of: Eyes _____ Hair _____ Female Male

EMPLOYMENT

Organization Name _____ Business Phone _____ Fax _____

Mailing Address _____ City _____ State _____ Zip _____

Position Title _____ Work Hours/Week _____ Days Off _____

Position Duties _____

BACKGROUND INVESTIGATION DATA

Have You Ever Been Convicted of Any Crime in this State or Any Jurisdiction? Yes No

If Yes, Please Explain: _____

Do You Have Any Criminal Charges Pending at Present? Yes No

If Yes, Please Explain: _____

Have You Used Another Name for Illegal Reasons? Yes No

Do You Intend to Lie about Illegal Drug Use? Yes No

Since you became 21 years old, have you ever knowingly had sex with a minor? Yes No

VEHICLE INFORMATION

Do you have access to a car? Yes No Driver's License Number _____

State in which driver's license is issued _____ Insurance Carrier _____

REFERENCES (three non-relative required. All information in this section is required)

1) Name_____ Telephone_____ Relationship_____

Street Address_____ City_____ State_____ Zip_____

2) Name_____ Telephone_____ Relationship_____

Street Address_____ City_____ State_____ Zip_____

3) Name_____ Telephone_____ Relationship_____

Street Address_____ City_____ State_____ Zip_____

I BELIEVE THE ROLE OF THE CHILD ADVOCATE IS:

I WILL MAKE AN EFFECTIVE ADVOCATE FOR CHILDREN BECAUSE:

MISCELLANEOUS INFORMATION

List relevant work or volunteer experience_____

Languages spoken fluently, other than English_____

List any affiliations which relate to the foster care system (e.g., adoption, child advocacy, etc.)_____

There are opportunities other than child advocacy assignments to assist the Arizona CASA Program, such as clerical assistance, public relations, newsletter preparation, mailings, etc. If you would be interested in serving in any of these or other capacities, please list them. _____

I understand the Arizona CASA Program requires that I complete a personal interview, polygraph examination, fingerprint background investigation (Arizona and FBI), and provide names and addresses of three non-relative references. I realize that additional information may be required. I agree to comply with all laws, Arizona Supreme Court Administrative Order, and Arizona Court Appointed Special Advocate Program Policies and Procedures.

I hereby certify that all statements made on this application are true and correct to the best of my knowledge. I understand that by submitting this application, I authorize inquiries to be made and the release of information concerning my employment, character, and criminal history for the purpose of determining my suitability as a volunteer

I understand that my application does not ensure acceptance into the Arizona CASA Program. I also understand that the Arizona CASA Program reserves the right to disqualify any applicant who would not be a good match for this volunteer position. Service as a CASA volunteer is by grace and not by right. I understand that the Arizona CASA Program reserves the right to terminate the service of the volunteer for any reason.

APPLICANT SIGNATURE

DATE

Revised by 1-99 (sc)

Arizona Court Appointed Special Advocate Program

Pre-screening Criteria

The screening and selection process for the Arizona Court Appointed Special Advocate (CASA) Program is thorough and comprehensive. Because the Arizona CASA Program must ensure the safety of children, CASA volunteers must be of the highest integrity and above reproach. Personal behaviors which are in conflict with the laws or the policies of the program will result in an applicant being disqualified for consideration. Other areas which are seen to be in conflict with the philosophy of the program and laws of the state will be carefully reviewed at the time of processing. Service as a CASA volunteer is by grace and not by right.

Disqualification will occur when one of the following statements is made by the applicant:

1. Is currently awaiting trial for criminal offenses in this state or in another state or jurisdiction.
2. Has ever been convicted of any of the following felony offenses as an adult:

Sexual Abuse of a minor	Felony offenses involving distribution of:
Incest perpetrator	alcohol, marijuana, dangerous or illicit
1st or 2nd degree murder	drugs
Kidnaping	Child abuse
Arson	Aggravated assault resulting in serious
Sexual assault	physical injury or committed by the
Sexual exploitation of a minor	use of a deadly weapon or dangerous
Contributing to the delinquency	instrument
of a minor	Sexual conduct with a minor
Commercial sexual exploitation	Molestation of a minor
of a minor	
3. Has been convicted of a felony offense as an adult for burglary, robbery, assault and battery, or other non-violent crime within the last ten (10) years.
4. Has been convicted of a misdemeanor offense other than minor traffic offenses as an adult and less than two (2) years have elapsed between the date of satisfaction of sentence; i.e., payment of fine or completion of probation.
5. Was adjudicated delinquent as a juvenile and
 - A. Less than five (5) years have elapsed between the date of the delinquency and the date of application if the person was not formally placed under supervision; or
 - B. Less than five (5) years have elapsed between the date of release from supervision (probation or parole) and the date of application.

6. Has a chronic, criminal offense pattern.
7. Has used any controlled substances and/or illicit drugs, including marijuana, within two (2) years of the date of application.
8. Has been involved in **chronic use** of alcohol, marijuana, or drugs within the past two (2) years.
9. The parent or guardian of a child **currently** adjudicated to be dependent.
10. Is known to engage in behavior which is in conflict with the laws, philosophy or goals of the CASA Program, or which would tend to place the individual or program in a position of compromise, embarrassment, undue criticism, or loss of public credibility.

***Please sign and return this with the Volunteer Application
for the Arizona CASA Program.***

I have read and understand the disqualification criteria listed herein. I further understand there is no issue or circumstance addressed in this document that would cause me to be disqualified as an applicant for the Arizona CASA Program.

Applicant Signature

Date

Statistical Information (Optional)

We have a program of applicant information research. The information you provide will assist the Arizona CASA Program in evaluating recruitment and selection procedures. Information provided below will not be used in any way to affect the application process, rating, or employment, nor will it be supplied to any hiring authority.

Name _____

Marital Status Single ☐ Married ☐

Race Anglo-American ☐ Latino-American ☐ African-American ☐
 Asian-American ☐ Native-American ☐ Other ☐

Arizona Legislative District **U.S. Legislative District**

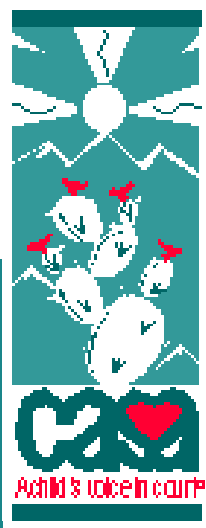
Education		Employment	
Doctoral	<input type="checkbox"/>	Employed full time in a related field	<input type="checkbox"/>
Masters	<input type="checkbox"/>	Employed part time in a related field	<input type="checkbox"/>
BA unrelated field	<input type="checkbox"/>	Employed full time in an unrelated field	<input type="checkbox"/>
BA related field	<input type="checkbox"/>	Employed part time in an unrelated field	<input type="checkbox"/>
Technical degree or certification	<input type="checkbox"/>	Retired	<input type="checkbox"/>
Associates degree	<input type="checkbox"/>	Student	<input type="checkbox"/>
Some college or Tech School	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>
High School Grad or GED	<input type="checkbox"/>	Other _____	<input type="checkbox"/>
Grade School	<input type="checkbox"/>		

How did you hear about the Arizona CASA Program? (*Circle one*)

CASA Brochure	CASA Staff Referral	Newspaper	Word of Mouth
Bumper Sticker	Presentation	Poster	Other (Explain)
Bookmark	FCRB Referral	Radio	
CASA Volunteer Referral	Newsletter	Television	

In the event I am accepted as a Court Appointed Special Advocate volunteer, and in case of an emergency, on my behalf call _____ (_____) _____
Name Phone Number

Court Appointed Special Advocates



*Speaking up for Abused
and Neglected Children*

*This brochure is designed to familiarize those involved in the care of dependent children with the **CASA** volunteer.*

WHAT IS A CASA?

A Court Appointed Special Advocate is a specially screened and trained volunteer appointed by a judge to advocate for the best interests of an abused, neglected, or abandoned child.

WHAT DOES A CASA DO?

- ♥ The CASA talks with the child, family members, case managers, school officials, foster parents, treatment providers, and others who are knowledgeable about the child's history and the facts of the case.
- ♥ The CASA reports to the judge on the child's placement and progress by observing and assessing problems, identifying unmet service needs, and making recommendations regarding appropriate resources.
- ♥ The CASA develops and maintains a relationship with the child.
- ♥ The CASA attends staffings related to the child's progress as a member of the team, and participates in case and treatment planning.
- ♥ The CASA attends court hearings and Foster Care Review Board meetings.
- ♥ The CASA makes a recommendation to the judge about whether it is in the child's best interest to stay with his or her parents or guardians, be placed in foster care, or become available for permanent adoption.

WHAT TO EXPECT FROM A CASA:

- ♥ The CASA will ask a lot of questions.
- ♥ The CASA will have regular visits (weekly, or otherwise scheduled) with the child, and with permission, take the child places.
- ♥ The CASA will ask for, and may copy, confidential information as allowed by court order.
- ♥ The CASA will be persistent.
- ♥ The CASA will act in the best interest of the child.

A CASA SHOULD:

- ♥ Determine a primary point of contact with the placement i.e., staff member or foster parent.
- ♥ Maintain contact and obtain permission for visitation or outings from point of contact.
- ♥ Request governing rules and guidelines of placement, if applicable, and adhere to these rules.
- ♥ Be invited to and participate in staffings.
- ♥ Determine from CPS the licensing agency managing the placement.

QUESTIONS/PROBLEMS:

- ♥ If a CASA is assigned to a child in your care and you have questions about his/her performance, please review the court order of appointment and list of duties and responsibilities.
- ♥ Contact a coordinator at the CASA office for further clarification or problem-solving.

A CASA CAN:

With CPS/CASA Coordinator approval:

- ♥ Supervise or monitor visits with family members.
- ♥ Assist in arranging visits.
- ♥ Assist in applying for victim witness assistance.
- ♥ Assist in exploring alternative placements for the child.
- ♥ Assist in resource and service identification.



A CASA CANNOT:

- ♥ Have an overnight visit, unless permitted by court order.
- ♥ Perform home studies for an out-of-state or in-state agency.
- ♥ Make placement arrangements for the child.
- ♥ Give money or expensive gifts.

A CASA CAN HELP...

- ♥ To connect with a child in need, and offer them trust, stability, and advocacy during complex legal proceedings.
- ♥ To make something that has gone terribly wrong, a little bit better.
- ♥ To help provide consistency and continuity in a child's life during a time of turmoil.
- ♥ The judge decide what is in the best interest of the child by making recommendations to the court and participating in staffings.

Did you know?

- ♥ The American Public Welfare Association (APWA) estimates that there are currently 500,000 children in foster care or some sort of out-of-home care.
- ♥ Currently there are more than 42,000 CASA volunteers in 770 programs across the country.
- ♥ There are more than 200 CASA volunteers in Maricopa County.
- ♥ CASA volunteers act on behalf of the child during the life of the case, ensuring that the child remains safe, until there is a permanent resolution.
- ♥ A recent study of the CASA program indicates that CASAs are effective in reducing the length of time in out-of-home placement, and minimizing the number of placement changes of a child. Judges gave an overall favorable evaluation of CASA volunteers, and found their reports clear and concise.

**Speak
up
for a
Child.**



CASA PROGRAM MISSION STATEMENT

To administer a community-based volunteer program within the Superior Court system advocating for the best interest of abused, neglected, abandoned or delinquent children who are wards of the court.

For more information about the CASA program, please contact the CASA office:

CASA OFFICE:

Maricopa County Juvenile Court

CASA Program

3125 W. Durango St., Suite 243

Phoenix, AZ 85009

(602) 506-4083 • Fax (602) 506- 5512

TDD number (602) 542-9545



Court's Hotline:

1-800-732-8193

This publication can be provided in an alternative format upon request to assist persons with disabilities.

The Arizona CASA Program is supervised and operated locally by Arizona's Juvenile Courts and administered statewide by the Arizona Supreme Court.